

**Alsip Park District Board of Commissioners**  
**Minutes of Meeting**  
**September 25, 2023**

- Par. 1        **CALL TO ORDER**  
President Schmitt called to order the Meeting of the Alsip Park District Board of Commissioners at 6:32 pm.
- Par. 2        **PLEDGE OF ALLEGIANCE**  
Those in attendance gave the Pledge of Allegiance.
- Par. 3        **ROLL CALL**  
The Secretary called the Roll, and there were present Commissioners Becker, Gutierrez, Perretta, and President Schmitt. Absent was Commissioner Kleina. A quorum was present.
- Par. 4        **PRESENTATION OF MINUTES**  
Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve the Minutes for the August 28, 2023 Meeting as presented. Motion carried 4 – 0.
- Par. 5        Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve the Minutes for the August 28, 2023 Meeting as presented. Motion carried 4 – 0.
- Par. 6        Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve and release the Executive Session May 22, 2023 Meeting Minutes and the Executive Session June 26, 2023 Meeting Minutes as presented. Motion carried 4 – 0.
- Par. 7        **PUBLIC DISCUSSION**  
Attorney Cainkar called to order at 6:35 pm a Public Hearing on the proposal to sell non-referendum bonds in an amount not to exceed \$990,000.00 for the purpose of payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing facilities of the District and for the current refunding of outstanding bonds. He added a Notice of Hearing had been published to advise the general public.
- Par. 8        Attorney Cainkar invited questions or comments. There being no public in attendance with questions Attorney Cainkar closed the Hearing at 6:36 pm.
- Par. 9        **SECRETARY’S REPORT**  
No report.
- Par. 10       **COMMITTEE REPORTS**  
**FINANCE**  
Business Manager  
Sue Bruesch’s Board Report was placed on file.

- Par. 11        Manager Bruesch reported the NFP Audit & Tax, LLP team had completed the audit. A copy of their report was in hand for review. She noted there were no exceptions found.
- Par. 12        Manager Bruesch reported the office had been researching credit card companies and their payment requirements. She noted it was important for the selected company to works well with RecTrac program for ease in recording and processing payments.
- Par. 13        Manager Bruesch reported she is investigating competitive pricing and service provided by insurance brokers other than PDRMA to analyze products to ensure the district offers the best possible coverage for staff.
- Par. 14        Manager Bruesch presented monthly bills in the amount of \$995,561.07.
- Par. 15        Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve payment of bills for the month of September 2023 in the amount of \$995,561.07. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 16        **RECREATION**  
Superintendent  
Director Huber reported the recent Fall Flannel Fest had turned out very well, thanks to staff, volunteers, and other agencies’ efforts. The weather was beautiful, the lumberjack show was fun, and it appeared every booth had plenty of visitors. She went on to thank everyone participated.
- Par. 17        Recreation Supervisor  
Denise Michalski’s Board Report was placed on file.
- Par. 18        Preschool/Recreation Supervisor  
Rebecca Perkaus’ Board Report was placed on file.
- Par. 19        Supervisor Perkaus reported the preschool classes were off to a great start in student registrations for the various sections. She noted the first family event was scheduled in conjunction with an ice cream social.
- Par.20        **ATHLETICS**  
Athletics Supervisor  
Chuck Somerville’s Board Report was placed on file.
- Par. 21        Supervisor Somerville reported the small gym was currently in good use on Mondays with four Women’s Volleyball league games each week. Softball was enjoying its first Fall Ball League play and Alsip would be hosting four home games. He added soccer was doing well going into its fourth week with a combined team for the 5 – 7 year olds, three 8 – 10 years old teams and one of 11 – 13 year olds. The department had met as staff-team to review the curriculum, which also includes private lessons and a Tumbling Competition Team.
- Par. 22        **AQUATICS/FITNESS**  
Manager  
Leslie Guerrero’s Board Report was placed on file.

- Par. 23  
\*\* Manager Guerrero reported she was developing rules and regulations for use of the new indoor walking path at the Apollo Recreation Center. She added she was consulting with Midwest Commercial Fitness on a layout for the Fitness Center's free-weight area. Ideas are to eliminate older and duplicate fitness equipment and add a new strength piece and a leg press. She added Henry Brothers is attempting to relocate the mirrors in the Fitness Center.
- Par. 24 Manager Guerrero reported both the Aqua Aerobics and Cardio Drumming classes were full with waiting lists.
- Par. 25 PARKS/MAINTENANCE  
Superintendent  
Daren McLaughlin's Board report was placed on file.
- Par. 26 Superintendent McLaughlin reported on park checkups he has been performing and had secured quotes for improvements and attention that were needed at the particular sites.
- Par. 27 Superintendent McLaughlin reported the Softball C field at Prairie Junior High was completely overgrown with weeds and suggested reconditioning of the infield. He recommended approval of the quote from Sportsfields, Inc. to perform all the work.
- Par. 28 Superintendent McLaughlin reported turf on the disturbed ground north of Apollo Park playground needed rehabilitation and suggested reseeding the area. He recommended approval of the hydroseeding quote from Roy's Outdoor Maintenance.
- Par. 29  
\*\* Superintendent McLaughlin reported the Sled Hill at the Skate Park needed extensive restoration from the dirt debris piled on from Apollo Recreation redevelopment project. He recommended approval of the hill restoration and hydroseeding quote from Roy's Outdoor Maintenance. President Schmitt asked about determining if the slope berm will raise the fence.
- Par. 30 Superintendent McLaughlin suggested updating the roof assessment plan. He went on to recommend the scope of services to include only Fountain Hills and Commissioners Park by Interstate Roof Systems.
- Par. 31 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve reconditioning Field C at Prairie Junior High School by Sportsfields, Inc. at a cost not to exceed \$4,100.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 32 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve hydroseeding Apollo playground by Roy's Outdoor Maintenance at a cost not to exceed #3,880.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 33 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve restoring the Skate Park sled hill by Roy's Outdoor Maintenance at a cost not to exceed #9,916.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.

- Par. 34 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve an updated roof assessment by Interstate Roof Systems at a cost not to exceed \$4,250.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 35 **GOLF COURSE**  
Operations Manager  
Rich Gottardo’s Board Report was placed on file.
- Par. 36 Manager Gottardo reported golf rounds and revenue were up 17 – 32% thus far, and the restaurant and bar business had been steady. He added the banquet business was down. The summer concert series has ended and experienced about the same attendance as last year.
- Par. 37  
\*\* Manager Gottardo reported on developing fall construction efforts. The sandy bunkers of the restoration project by ServiScape will be reseeded and a grass grow-in period commencing soon to ready for an enhanced 2024 season. He added the driveway entrance repair and parking lot striping was scheduled to be carried out shortly by Roy Erickson Outdoor Maintenance.
- Par. 38 **MAIN OFFICE**  
Manager  
Donna Smith’s Board Report was placed on file.
- Par. 39 Manager Smith reported membership registrations were taking off with the new program book in circulation and the building nearing completion.
- Par. 40 President Schmitt ended the Committee portion of the Meeting and excused the staff at 6:59 pm.
- Par. 41 **DIRECTOR’S REPORT**  
Jeannette Huber’s Board Report was placed on file.
- Par. 42  
\*\* SWSRA Increase Discussions  
Director Huber reported that discussions on SWSRA By-Laws continue on a possible assessment rate increase for members from 2.0% to 2.25% or 2.5%. She added member agencies present during consideration had agreed an increase is necessary; one, Merrionette Park was not in attendance at that discussion.
- Par. 43  
\*\* Cal-Sag Trail/ICC Update  
Director Huber reported The CSX Agreement is final and a draft of the Arkema Agreement is in hand. She added a delay in its finalization might be one about dealing with water vaults in public rights of way. Arkema appears ignorant of IDOT Standard Specifications affecting them and trail progress. The Springfield legal representation has contacted Arkema about this point.
- Par. 44  
\*\* OSLAD Grant for Freedom Park  
Director Huber reported the OSLAD Grant Application and Concept Plan have been submitted to the Illinois Department of Natural Resources (IDNR). She added that an excellent inclusion of the plan is that it is connected to the Cal-Sag Trail. She will provide updates on the submission status as they become available.

- Par. 45      Skate Park/OSLAD Grant  
\*\*      Director Huber reported Skate Park equipment and amenities were undergoing installation. The park will celebrate the reopening with a ribbon cutting ceremony for the public upon completion.
- Par. 46      Gametime IPRA Statewide Training and Funding Initiative  
\*\*      Director Huber reported the old Progress Park playground equipment was being removed to prepare for the October delivery and installation of the new equipment.
- Par. 47      IAPD/IPRA 2024 Conference  
Director Huber gave a brief report on the January 2024 New Heights Conference and noted two Board members, President Schmitt and Commissioner Kleina, would be serving on committees.
- Par. 48      Insurance  
\*\*      Director Huber reported she is participating on committee research in insurance coverage with and without utilizing PDRMA. She noted PDRMA has a strong financial situation and could potentially discount their year's bills as a refund instead of giving rebates to members.
- Par. 49      Apollo Recreation Center (ARC) Expansion/PARC Grant Update  
\*\*      Director Huber reported construction and meetings continue on the ARC expansion project, with completion scheduled for November based on delivery and installation of the lift.
- Par. 50      Director Huber reported that residual black mastic had been discovered in the old gym balcony where the track is to be installed. It must be removed to avoid poor adherence of the new track and with jeopardizing the warranty. She requested ratification to retain JMS Environmental Associates for asbestos abatement and air quality monitoring services in the gym. She noted Henry Brothers indicated this process would not delay the construction project, which could be scheduled around the abatement activity.
- Par. 51      Director Huber reported there were multiple change orders in and recommended their approval.
- Par. 52      Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to ratify retaining the services of JMS Environmental Associates in the amount of \$12,545.00 for Asbestos Abatement and Air Quality Monitoring at the Apollo Recreation Center. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 53      Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve Pay Application #6 in the amount of \$543,199.31 for construction at the Apollo Recreation Center. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 54      Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve payment to Henry Brothers for Construction Management Services in the amount of \$65,736.40. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 55      Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve Change Order #4 to MPZ Masonry & Construction for the Apollo Recreation Center

- Par. 55 Cont'd Construction in the amount of \$4,392.68. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 56 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve Change Order #2 to O'Hare Mechanical Contractors for the Apollo Recreation Center Construction in the amount of \$5,919.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 57 **ATTORNEY'S REPORT**  
No report.
- Par. 58 **NEW BUSINESS**  
There was no New Business to come before the Board.
- Par. 59 **OLD BUSINESS**  
There was no Old Business to come before the Board.
- Par. 60 **ADJOURNMENT**  
Motion made by Commissioner Becker, seconded by Commissioner Perretta, to adjourn the Meeting. Motion carried by voice vote 4 – 0.
- Par. 61 The Meeting adjourned at 7:31 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

\*\* Denotes follow-up action required